

23 JUN 1982

MEMORANDUM FOR: Deputy Chief, LSD/OL
Deputy Chief, P&PD/OL
Deputy Chief, RECD/OL
Deputy Chief, CD/SD/OL
Assistant Executive Officer, OL
Committee Coordinator, P&PS/OL✓
Safety Officer, SS/OL

FROM:
Chairman, Safety and Health Committee, OL

SUBJECT: Safety and Health Committee, OL

REFERENCE: A. dated 17 July 1979
B. dated 14 January 1980

1. Reference A established the CIA Safety and Health Program and Reference B, a Safety and Health Committee with the Office of Logistics (OL).

2. The Office of Logistics has a continuing responsibility to promote and encourage health and safety awareness and to ensure that OL personnel are provided with a working environment free of safety and health hazards. Any condition that threatens the health or safety of our employees is a concern of the OL Safety and Health Committee. The following list is not complete but will give you an idea of the range of possible hazards:

Health - Fumes and Vapors

Dust

Excessive Heat or Cold

Noise and Vibration

Spilled Chemicals

Radiation

Physical Stress

Safety - Unguarded Machinery

Machinery in Need of Maintenance

Inadequate or Unmarked Emergency Exits

Poor Lighting

Electrical Hazards

Mishandling of Explosives or Flammable Substances

OL 2-2852

SUBJECT: Safety and Health Committee, OL

3. Transmitted herewith is a copy of the Annual Occupational Safety and Health Report which must be completed by the Agency and forwarded to the Secretary of Labor covering the Agency's program for the previous calendar year. Your individual input is required by the Chairman of the OL Safety and Health Committee by 4 February 1983.

4. On 26 July 1982, there will be a meeting of the OL Safety and Health Committee in the Supply Division Conference Room at 0930 hours. In addition to discussing the report mentioned above, we will also cover the following items. In order to move these discussions along smoothly, please send me a brief paper addressing these same items for your respective area no later than 20 July 1982.

- a. Primary goals and/or accomplishments for 1982.
- b. Training - scheduled and/or recommended.
- c. Significant items of concern.
- d. Accidents to date - type and action taken to prevent reoccurrence.
- e. Date of last safety inspection.

5. Safety is everyone's responsibility--don't let anyone forget it!

Att



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ORIGINAL DOCUMENT MISSING PAGE(S):

NO ATTACHMENT